



The Task Force on Court Facilities  
303 Second Street, South Tower, San Francisco, CA 94107-1366

**MEETING AGENDA**  
**December 2 and 3, 1998**

Doubletree Hotel  
San Francisco Airport  
835 Airport Boulevard  
Burlingame, California 94010  
(650) 344-5500

**LIMITED PUBLIC SEATING**

Public sessions are designated "OPEN"

Type of Meeting: Task Force Meeting	<b>Chair:</b> Justice Daniel J. Kremer, Administrative Presiding Justice, Court of Appeal, Fourth Appellate District  <b>Judicial Council Project Coordinator</b> Mr. Robert D. Lloyd, Senior Facilities Planner, AOC
-------------------------------------	---

**Meeting Objectives:**

- To establish missions, mechanisms and linkages of Task Force committees
- To delineate the scope and depth for court facilities standards
- To review the initial findings and conclusions relative to the statewide projections
- To review the project schedule
- To tour a large urban court and the Supreme Court

**Wednesday, December 2, 1998**

<b>Task Force Member Sign-In (Coffee &amp; Pastry)</b>	<b>TASK FORCE MEMBERS/STAFF</b>	<b>9:30 - 10:00 a.m.</b>
<b>OPENING REMARKS</b> "Old Business" <ul style="list-style-type: none"> <li>- Review meeting report from task Force Mtg #3</li> <li>- Review conflict of interest code</li> <li>- Review public comment guidelines</li> </ul> "New Business" <ul style="list-style-type: none"> <li>- AOC project website</li> <li>- Review procedures for bringing key issues to entire T.F.</li> </ul> Overview of session	<b>Justice Daniel J. Kremer</b>          <b>(Open)</b>	<b>10:00 - 11:00am</b>
<b>REVIEW SCHEDULE AND MEETING DATES</b>	<b>Mr. Dan Smith – DMJM</b>    <b>(Open)</b>	<b>11:00-11:30am</b>
<b>DISCUSSION OF COMMITTEE CHARTERS AND OPERATIONS (GROUP DISCUSSION)</b>	<b>Judge Wayne Peterson</b> <b>Mr. Anthony Tyrrell</b> <b>Mr. David Janssen</b>    <b>(Open)</b>	<b>11:30 a.m. – 1:30 pm</b>
<b>WORKING LUNCH (IN MEETING ROOM)</b>	<b>Task Force Members/Staff</b>	<b>12:30 - 1:30 pm</b>

<b>COMMITTEE MEETINGS</b>	<b>TASK FORCE MEMBERS/STAFF</b>	<b>1:30 – 4:00pm</b>
<b>PHASE 3 PROJECTIONS</b> Task 3A Statewide projections results	Mr. Mike Thomas – DMJM  (Open)	<b>4:00 – 5:00pm</b>

**Thursday, December 3, 1998**

<b>Continental Breakfast (in meeting room)</b>	<b>TASK FORCE MEMBERS/STAFF</b>	<b>8:00 – 8:30 am</b>
<b>PHASE 2 REPORT OF THE COMMITTEE'S</b>	Judge Wayne Peterson Mr. Anthony Tyrrell Mr. David Janssen  (Open)	<b>8:30 – 9:30 am</b>
<b>PHASE 2 STANDARDS PRESENTATION</b> <b>Action Items:</b> <ul style="list-style-type: none"> <li>- Discuss and identify a “working” definition of a court facility</li> <li>- Review and determine the functions to be included in a court facility</li> <li>- Establish the level of detail for the development of standards for court facility</li> </ul> Task 2A: Data Collection Results	Mr. Dan Smith - DMJM    (Open)	<b>9:30 – 10:30am</b>
<b>MORNING BREAK</b>		<b>10:30 – 10:45am</b>
Task 2B: Past Utilization of Standards Progress	Mr. Dan Smith - DMJM  (Open)	<b>10:45 – 11:15am</b>
Task 2C: Key Issues: <ul style="list-style-type: none"> <li>- Present ideas for position papers</li> <li>- Define unification issues and impacts</li> </ul>	Mr. Dan Smith - DMJM  (Open)	<b>11:15 – 11:45am</b>
<b>PUBLIC COMMENT</b>	Justice Daniel J. Kremer (Open)	<b>11:45 am – 12:00 noon</b>
<b>LUNCH – CALIFORNIA CULINARY INSTITUTE</b>	<b>TASK FORCE MEMBERS/STAFF</b>	<b>12:00 – 1:30 pm</b>
<b>TOUR SAN FRANCISCO SUPERIOR COURT</b>	Mr. Alan Carlson Judge Diane Wick (Task Force Members/ Staff)	<b>1:30 – 3:15pm</b>
<b>CLOSING COMMENTS</b>	Justice Daniel J. Kremer	<b>3:15 – 3:30pm</b>
<b>OPTIONAL TOUR: SUPREME COURT AND JUDICIAL COUNCIL FACILITY AT THE CIVIC CENTER</b>	Mr. Robert Lloyd Mr. Michael Tye  (Task Force Members/ Staff)	<b>3:30 - 4:30pm</b>

